Completion Report
Project Supported by OBA Funding*

(Period covered: __1 July 2011__ – _30 June 2012___)

Part I: General Information

Funding Source (please tick ✓ as appropriate): ☐ LTC   X OBA Funding

Project Code:	2007-08/OBA/ENGL3
Host Department:	English

Project Title: Towards Outcome Based Integration of Language and Computer Skills to Meet Workplace Needs in Hong Kong

Project Team:

Project Leader (Name & Dept):	Team Member(s) (Name & Dept):
Li Lan (ENGL)	Dora Wong, Winnie Cheng (ENGL)

Part II: Project Details

1. Financial Information

(a) Overview

Approved Funding:		Additional Funding Received (if any):		Total Funding Received:
	+	HK$	=	

Source of Additional Funding:	

(b) Project Expenditure

Expenditure	Original Budget Approved	Revised Budget[1] (if applicable)	Actual Expenditure	Balance
Salary (Please indicate rank, number of staff members & salaries)				
Equipment				
General Expenses				
Others				
Total				

[1] Please give reasons for the revised budget and quote the relevant authority's approval reference where appropriate.

2. Project Schedule

	Start date (dd/mm/yyyy):	Completion date (dd/mm/yyyy):
Dates as Stated in Original Proposal:	30 Nov 2008	31 Aug 2010

	Start date (dd/mm/yyyy):	Completion date (dd/mm/yyyy):
Actual Start and Completion Dates:	30 Nov 2008	31 Aug 2011

	Total no. of extension(s) obtained :	Obtained during the project period:
Project Period Extension(s) (if any):	1 time(s)	For a total of 12 month(s)

Reason(s) for Extension(s) (if any):	The subject ENGL317 is offered once a year.

3. Project Implementation

(a) Project objectives

1. To evaluate the module English for Technical and Web-based Writing by reviewing the teaching and learning methods;

2. To find out whether students and academic staff are aware of OBE;

3. To evaluate the effectiveness of assessment task rubrics and assessment model and practices; and

4. To draw from the experience of the implementation of OBE in ENGL317 and give suggestions other subjects.

(b) Overview of specific work undertaken for achieving the project objectives (including any changes to original proposal)

* The OBA elements in line with the Programme ILOs (P-ILOs) have been embedded in the subject syllabus, assignment descriptions and in the subject assessments. Both teachers and students are working towards the S-ILOs (Subject's Intended Learning Outcomes), and the project has proved to have gained increased awareness of OBA in teaching and learning practice.
* In order to achieve the intended learning outcomes, course materials, teaching method and assessment methods have been improved with a focus on training the students' generic competences such as problem solving, critical thinking, creativity, teamwork etc.
* The team worked closely with EDC staff in the course embedded assessment (CEA) and a set of rubrics for the subject assessment has been produced.
* The set of CEA rubrics has been piloted and the results has been analysed.
* A questionnaire has been conducted among 140 students in three batches. The feedback on outcome-based learning in their development of linguistic competence and computer literacy has been embedded to the subject improvement.
* The opinion of 17 graduates who took ENGL317 was collected by telephone/face-to-face interviews.
* The project also interviewed three subject teachers on outcome based learning.
* IN order to enhance students' computer literacy, different software was used in the project. A website *Technical Writing Hub* was set up to display students' learning outcomes and offer online help for existing students and graduates. A 3D Virtual English Department was also used for interactive and collaborative learning.
* Teaching and learning materials and environment of the Technical Writing subject has been broadened.

(c) Difficulties encountered, if any, which have affected progress, and remedial actions taken

The subject ENGL 317, English for Technical and Web-based Writing, is not delivered every semester, and the plan can only be implemented once a year, therefore the advancement of the project was affected.

(d) Deliverables/useful findings/good practices emerged

1) A website Technical Writing Hub (http://twhub.engl.polyu.edu.hk/index.html) has been set up which is used as a platform to display student learning outcomes and also used as a rich learning resources for upgrading students' linguistic and computer literacy in technical writing. Both current students and previous graduates can benefit from the website. Positive feedback has been received from different user groups (Please see Appendix1).

2) A Virtual English Department has been set up for simulated classroom teaching and cooperative learning in the similar English subjects. It also enhanced student interest in leaning in a 3D environment, different medium in computer assisted language learning (Please see Appendix 2).

(e) Dissemination activities taken/planned to sustain impact

Li, L., Gui, D., Wong, D. and AuYeung, G. (2012). From virtual exhibition to virtual department: The tree of knowledge project for the Hong Kong Polytechnic University Department of English. *Journal of Applied Computing* (forth coming).

Li, L., Gui, D., Wong, D. and AuYeung, G. (2012). "Good to use for virtual consultation time": Second Life activities for and beyond the technical and web-based English writing classroom. *Metaverse Creativity* (forth coming).

Li, L., Wong, D.,Gui, D. and AuYeung, G. (2012). Collaborative learning in the virtual English class: A Hong Kong case study. In Yang. H. and Wang, Y (eds.) *Cases on Formal, Non-Formal, and Informal Online Learning: Opportunities and Practices.* New York: IGI Global, 341-370.

Li, L. (2010). Who are you writing for? Practice of outcome-based English learning. In Li. L. and Qian, D. (eds.), *English Language Education in Asian Universities: Classroom practices and research issues.* Hong Kong: The Hong Kong Polytechnic University, 37-44.

Li, L., Wong,D., Gui, D. and Auyeung, G. (2010). What can avatars do? Virtual realities in collaborative language learning. In *ED-MEDIA 2010: World Conference on Educational Multimedia, Hypermedia & Telecommunications,* Toronto: AACE, 466-474.

Li, L., Wong,D. and Gui, D. (2010). 'An empirical study on creative workplace writing through multimodal composition', paper to the Conference Cutting Edges: Creativity in Language Teaching and Teacher Training, 2-3 July, 2010, Canterbury, UK.

Li, L., Gui, D., Wong,D. and Auyeung, G. (2010). "Good to use for virtual consultation time." Second Life activities for and beyond the technical and web-based writing classroom', paper to the Teaching and Learning Innovation Symposium, 7-8 June, 2010, Hong Kong.

Li, L. and Cheng, W. (2009). 'Towards outcome-based English learning and computer skills training', paper to the 3+3+4 Symposium: Enhancing and Assessing Students' Learning Outcomes for the New 4-year Curriculum, 14 December 2009, Hong Kong.

(f) Self-evaluation or additional information/remarks

We regard the achievements of the project very satisfactory.

We suggest setting up an e-financial account, similar to the one by RO, so that the PI can easily review and report the cost of the project.

Name of Project Leader: _Li Lan_

(in block letters)

Date: _10 July 2012_

3

Appendix 1

Technical Writing Hub (http://twhub.engl.polyu.edu.hk/index.html)

Samples of student work

The Virtual English Department: Tree of knowledge

English Department of
Exelling in Professional
Communication

Virtual Campus

From Virtual Exhibition to Virtual Department:

The Tree of Knowledge Project

Project for the Hong Kong Polytechnic University Department of English

Dean A.F. GUI, Lan LI, Dora WONG, Gigi AU YEUNG
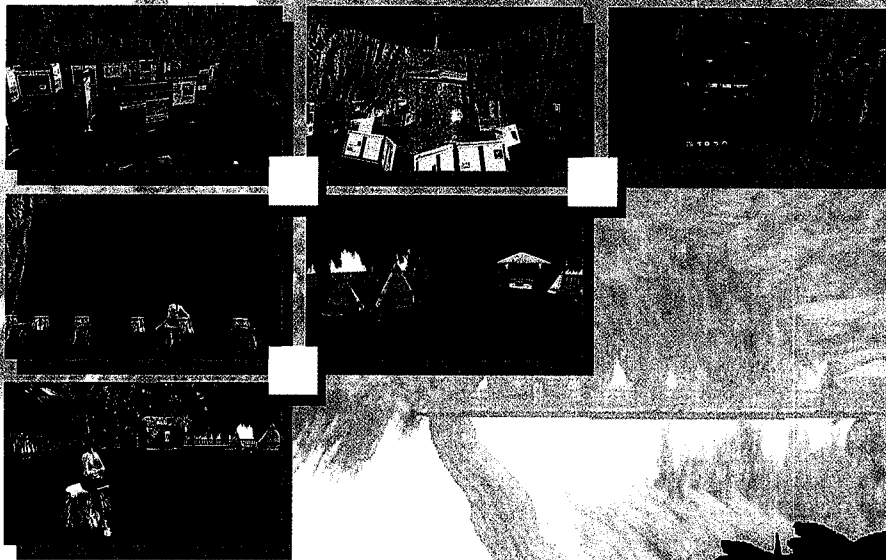
- Student SL experience
- Central activities in the tree trunk
- Extended functions on the branches
- Interactions for collaborative learning
- SMoodle-generated blogging or discussion forum
- Drama space with Machinima interaction
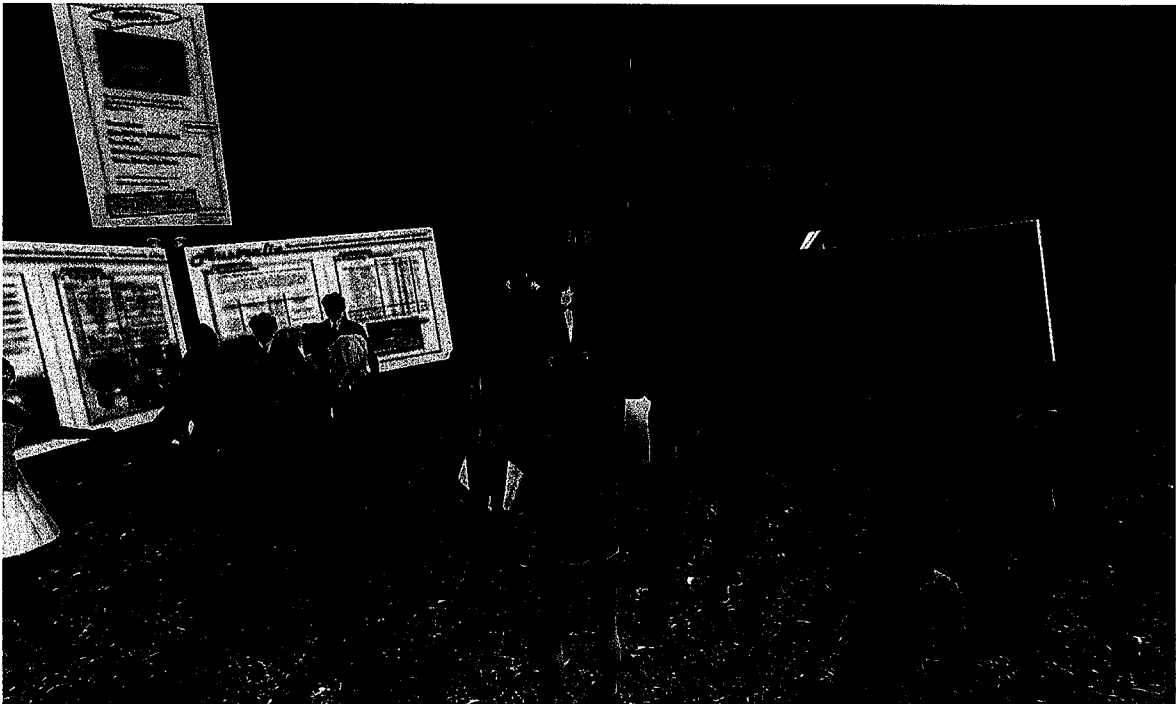- Areas for object and environmental manipulation

Website:
http://www.engl.polyu.edu.hk/ http://coresl.edc.polyu.edu.hk/

THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

Roof garden for open class

A virtual English class

(a) Rating and comments/recommendations on the following areas of the project
(please put a ✓ in 1 of the following 2 ratings and provide comments)

Areas	Rating		Comments and Recommendations
	Satisfactory	*Needing attention*	
Overall financial management/ use of funding	✓		
Overall project progress	✓		
Outputs /deliverables / dissemination	✓		
Overall rating / comments on the project (Please suggest remedial actions if the rating is 'Needing attention')	✓		

(b) Issues requiring the attention of FLTC/Dean of School and/or the funding authority

(c) Outputs/deliverables/good practices of the project that can be shared with other subjects, programmes or departments within the Faculty, or with the wider PolyU community

(d) Additional comments/remarks

Name of D/SLTC Chair
(or HoD/Dean of School): DR XU XUNFENG   Date: 18 JUL 2012
(in block letters)

^ To be prepared by HoD/Dean of School *if* the PL is also the D/SLTC Chair, *or if* the Centre/Unit/Office does not have a DLTC.

4

(a) Overall rating on the project (please put a ✓ in 1 of the following 2 ratings):

☑ Satisfactory

☐ Needing attention

(b) Overall comments and recommendations on the project:

Another cross-disciplinary project with well-documented outcomes. For future reference, the scale of the sample (phone or in-person interviews) could be larger. The PI is invited to share the project outcomes, e.g. the use of Technical Writing Hub, with FH staff.

(c) Issues requiring the attention of the funding authority:

Name of FLTC Chair/
~~Dean of School:~~ _____Prof. James XING_____ Date: _____31/8/2018_____
(in block letters)

The Dean of School **or** HoD of the Centre/Unit/Office needs not fill this part if he/she has already commented in Part III.
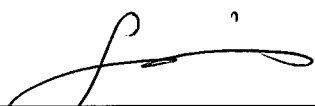
(Response and follow-up plan is required from the Project Leader if there is any area rated as 'needing attention' in Part III and/or IV.)
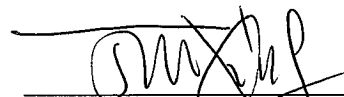
Name of Project Leader: _____ Date: _____
(in block letters)

_____ _____ _____
~~Si~~gnature of Project Leader   Signature of D/SLTC (or HoD)@   Signature of FLTC/
                                                                     ~~Dean of School~~

_____ _____ _____
Li Lan   DR XU XUNFENG   Prof. James XING
(Name in block letters)   (Name in block letters)   (Name in block letters)

@ To be signed by HoD **if** the PL is also the DLTC Chair, **or if** the Centre/Unit/Office does not have a DLTC; **leave** this blank **if** the PL is also the SLTC Chair.

The Project Leader and D/SLTC Secretary should each keep a copy of this *Completion Report* for records.
A copy of this *Completion Report* will be submitted along with the *F/SLTC Annual Report (Form 20)*
to LTC/WGOBE as a supporting document.